

**MICHIGAN DEPARTMENT OF CIVIL SERVICE  
JOB SPECIFICATION**

**WILDLIFE BIOLOGIST**

**JOB DESCRIPTION**

Employees in this job complete and oversee a variety of professional wildlife management and conservation assignments to protect, develop and maintain state game areas and their constituent wildlife for environmental, economic and recreational purposes.

There are four classifications in this job.

**Position Code Title – Wildlife Biologist-E**

Wildlife Biologist 9

This is the entry level. As a trainee, the employee carries out a range of professional wildlife biologist assignments while learning the methods of the work.

Wildlife Biologist 10

This is the intermediate level. The employee carries out an expanding range of professional wildlife biologist assignments in a developing capacity.

Wildlife Biologist P11

This is the experienced level. The employee performs a full range of professional wildlife biologist assignments in a full functioning capacity. Considerable independent judgement is required to carry out assignments that have significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

**Position Code Title – Wildlife Biologist-A**

Wildlife Biologist 12

This is the advanced level. The employee may function as a lead worker or senior worker. At this level, employees are responsible for overseeing the work assignments of other professionals or have regular assignments, which have been recognized by Civil Service as having significantly greater complexity than those assigned at the experienced level in the series.

**NOTE:** Employees generally progress through this series to the experienced-level based on satisfactory performance and possession of the required experience.

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### **JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Plans and carries out habitat manipulation for the benefit of wildlife in forested and agricultural areas of the state.

Collects data in special fields such as waterfowl, deer, and pheasants.

Plans and develops timber sale proposals in forest areas to improve game habitat.

Inventories game birds and mammals on experimental or managed state-owned lands; may make recommendations on harvest quotas.

Gives lectures and conducts field trips on game bird identification, life history, and wildlife management.

Carries out studies of ecological relationships, life history habits, and food and cover requirements of game birds, mammals and other wildlife; maintains records of findings.

Addresses wildlife requests and complaints from the public by providing information or direct intervention to resolve conflicts.

Traps and transports animals to establish new populations or resolve animal conflicts.

May take care of a pheasant breeding flock and the hatching of chicks on a state game farm.

Maintains records and prepares reports and correspondence related to the work.

May perform related essential functions appropriate to the class and other non-essential functions as required.

### **Additional Job Duties**

#### **Wildlife Biologist 12 (Lead Worker)**

Oversees work of professional staff by making and reviewing work assignments, establishing priorities, coordinating activities, and resolving related work problems.

#### **Wildlife Biologist 12 (Senior Worker)**

Performs on a regular basis professional wildlife biologist activities, which are recognized by Civil Service as more complex than those performed at the experienced level.

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### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge in the area listed is required at the entry level, developing knowledge is necessary at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of the principles and practices of wildlife management and general understanding of forest management.

Knowledge of game biology, particularly in wildlife phases.

Knowledge of basic subject matter in zoology, ornithology, animal ecology, and forest and wildlife management.

Knowledge of food and cover requirements of waterfowl, game birds, and fur-bearing animals.

Knowledge of methods of producing and maintaining suitable habitat for various wildlife species.

Knowledge of state game laws.

Knowledge of biological conditions throughout the state.

Ability to map land areas and inventory environmental conditions to determine their suitability for game projects.

Ability to make sound decisions on practical problems in feeding, shelter, and other factors in game management.

Ability to maintain records and prepare reports and correspondence related to the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

#### **Additional Knowledge, Skills and Abilities**

Advanced: Grade 12 (Lead Worker)

Ability to organize and coordinate the work of others.

Ability to set priorities and assign work to other professionals.

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### **Working Conditions**

Duties may be outdoors in a variety of weather conditions at a state game, recreation, or forest area during weather extremes.

### **Physical Requirements**

Duties require long periods of walking and standing, and carrying of equipment and supplies in the field.

### **Education**

Possession of a bachelor's degree in wildlife management, wildlife biology, or animal ecology.

### **Experience**

#### **Wildlife Biologist 9**

No specific amount or type is required.

#### **Wildlife Biologist 10**

One year of professional experience carrying out wildlife biology assignments equivalent to a Wildlife Biologist in state service.

#### **Wildlife Biologist P11**

Two years of professional experience carrying out wildlife biology assignments equivalent to a wildlife biologist in state service, including one year equivalent to a Wildlife Biologist 10.

#### **Wildlife Biologist 12**

Three years of professional experience carrying out wildlife biologist assignments equivalent to a wildlife biologist in state service, including one year of experience equivalent to a Wildlife Biologist P11 or a Research Biologist P11 with wildlife emphasis.

### **Special Requirements, Licenses, and Certifications**

None.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

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**JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

**Job Code**

WILDLFBIO

**Job Code Description**

Wildlife Biologist

**Position Title**

Wildlife Biologist-E

Wildlife Biologist-A

**Position Code**

WILDBIOE

WILDBIOA

**Pay Schedule**

H21-001

H21-009

ECP Group 2

8/20/2000

MW/VLWT